भारतीय खगोलभौतिकी संस्थान
INDIAN INSTITUTE OF ASTROPHYSICS

(विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार केअधीन एक स्वायत्त निकाय)

(An Autonomous Body under Department of Science & Technology, Government of India)

कोरमंगला, बेंगलुरु-560034

Koramangala, Bengaluru -560034

Advt. No.IIA/12/2026-27 Dated 11.09.2026

Walk-in Interview on 07.10.2026

Indian Institute of Astrophysics (IIA) is an autonomous academic national institution under Department of Science & Technology, Govt. of India dedicated to research in Astronomy, Astrophysics and Allied Sciences & Technology. The Institute has its main campus in Koramangala, Bengaluru and CREST Campus at Hosakote, Bengaluru. It operates field stations at Kavalur & Kodaikanal in Tamil Nadu, Gauribidanur in Karnataka, and Leh/Hanle in Union Territory of Ladakh.

IIA engages in an active and diverse set of public engagements, anchored by its Science Communication, Public Outreach, and Education (SCOPE) Section. The NCSTC/DST funded project titled **"Astronomy outreach as a tool to promote science literacy in rural and other under-served communities"** aims to promote astronomy primarily in rural Karnataka (mainly through Arivu Kendras and Residential Schools), Tamil Nadu (mainly through astronomy communicator networks in TN and schools near VBO and KSO), Ladakh (through HDSR and schools in Ladakh). Low cost astronomy kits will also be developed and prototyped through this program for eventual large scale use in astronomy clubs.

Eligible and highly motivated individuals are invited to attend Walk-In Interview for the following post on **07.10.2026** at the Institute Campus, 2nd Block, Koramangala, Sarjapur Road, Bangalore – 560 034 between 09.00 AM to 05.00 PM.

The candidates should register their name between 09.00 AM to 10.00 AM on the date of Walk-In Interview and the candidates coming beyond this time will not be entertained.

01.	**Name of the post**	Scientific Administrative Assistant
02.	**No. of Posts**	One (01)
03.	**Age limit**	35 years
04.	**Remuneration**	Rs. 20,000/- per month (Consolidated)
05.	**Essential Education Qualifications**	Bachelor or BS degree in Physics/Mathematics or Bachelor's degree in Engineering or Technology with 60% marks in the aggregate or equivalent grade from the recognized University /Institution under UGC or Central or State Governments.
06.	**Essential Skills**	1. Basic knowledge of astronomy, especially amateur astronomy. 2. Knowledge of google services and relevant project management tools.

07.	**Desirable**	1. Experience in science or astronomy communication or education, 2. Experience in project management. 3. Knowledge of spoken Kannada.
08.	**Place of posting**	IIA, Bengaluru

Job Description: The selected candidate should discharge the following responsibilities which include but not limited to:

1. Help with organising and conducting astronomy workshops, and in-person activities.
2. Support the management of the project through report writing, documentation, tracking timelines and deliverables.
3. Help with online communication with various stakeholders.

Candidates attending the walk-in Interview should come with duly filled in prescribed application attached with this advertisement with a passport size photograph pasted on the top of the application along with original certificates related to their qualification and experience and also one set of self-certified photo copies failing which the candidature will not be considered.

Terms & Conditions:

1. The appointment is purely on contract basis and does not entitle any privileges or service benefits applicable to regular employees of the Institute. No claim whatsoever for regular employment in the Institute shall be entertained.

2. The tenure of appointment is initially for a period of one (01) year and extendable annually subject to requirement of the Institute/Project and satisfactory performance of the candidate assessed annually or co-terminus with completion of the project, whichever is earlier. You are liable to be posted anywhere in India as per the requirement of the Institute/Project.

3. Age relaxation is permissible to SC / ST /OBC (Non-Creamy Layer) candidates and also physically handicapped candidates as notified by the Govt. of India from time to time.

4. The date for determining the upper age limit, qualifications and experience shall be the date of Walk-In Interview as indicated above.

5. It is open to the Institute to conduct written test to shortlist the candidates for walk-in interview in case the attendance of candidates is more.

6. The Institute reserves the right to cancel the entire recruitment process at any time or re- advertises if no candidate is found suitable for the position without assigning any reasons whatsoever.

7. The Institute reserves the right to increase/decrease the advertised vacancies subject to requirement of the project/institute.

8. No correspondence will be entertained with the candidates not selected for walk-in interview / appointment. Canvassing in any form will be a disqualification.

9. Candidates meeting the above requirements are required to bring the original and one copy of Curriculum Vitae (CV), Date of Birth Proof, Educational Qualifications, Experience certificates (If applicable), ID proof (Aadhar, PAN, Driving License) and other relevant documents.

10. Candidate so Indian Nationality only can attend the walk-in interview.

11. No TA/DA will be reimbursed for attending walk-in Interview.

12. Misrepresentation or falsification of facts detected at any stage of the selection process or instances of misconduct/misbehaviour at any stage during selection process shall result in cancellation of candidature without any notice and no correspondence in this regard shall be entertained.

-Sd-

प्रशासनिक अनिकारी/ Administrative Officer

Indian Institute of Astrophysics, Bangalore

APPLICATION FORMAT

Affix latest passport size photograph

1. Post Applied for :

2. Full Name (in block letters) :

3. Father's/Spouse name :

4. Date of Birth :

D	D	M	M	Y	Y	Y	Y

5. Address

(a) Permanent :

PIN Code:

(b) for Communication :

PIN Code:

(c) Telephone/Mobile No. :

(d) E-mail id :

6. Sex :

7. Marital Status :

8. Whether belongs to SC/ST/OBC/ PH/ General :

Contd….2

9. Details of educational qualifications:

Sl. No.	Name of School/ Institute	Exam passed	Year of passing	Subjects	Class/ Division	% of marks
1						
2						
3						
4						
5						

10. Computer Knowledge:

11. Details of Experience:

Sl. No.	Name of the Employer	Designation of post held	Nature of duties performed	Pay	Date of joining	Date of leaving	Reasons for leaving
1							
2							

12. Additional information, if any:

Declaration

I hereby declare that all the particulars furnished above are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature may be cancelled without any notice at any stage of recruitment and thereafter.

Date: Signature of the candidate
Place: